

GRANADA SANITARY DISTRICT

OF SAN MATEO COUNTY

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MINUTES SPECIAL BOARD OF DIRECTORS MEETING Field Trip followed by District Office Meeting April 3, 2003 – 3:00 p.m.

CALL TO ORDER: The Special Meeting of the Board of Directors of the Granada Sanitary District was called to order at 3:15 p.m., at Liberty Court Building, 30 Avenue Portola, El Granada by Board President Bill Katke.

ROLL CALL: Attending Directors were: President Bill Katke, Vice President Leonard Woren, Treasurer Laura Stein, and Board Member Shawn McGraw. Secretary Fran Pollard was absent due to illness.

Attending Staff were: General Manager Chuck Duffy and Legal Counsel Jonathan Wittwer.

GENERAL PUBLIC PARTICIPATION: There were no speakers from the public.

SPECIAL ORDER OF BUSINESS

1. **Consideration of leasing District office space: Review and inspection of potential office space for lease.**
 - Liberty Court Office Building, 30 Avenue Portola, El Granada
 - Cresson Building, 504 Plaza Alhambra, El Granada

Following their inspection of office space, the Board of Directors changed venue and continued the Special meeting at the Granada Sanitary District Office, located at 455 Avenue Alhambra, El Granada.

2. **Consideration of appointing real property negotiator to represent District for lease of District office space.**

Director Stein moved to appoint General Manager Chuck Duffy as the District's Real Property Negotiator. (Stein/Woren) Approved 4-0

ADJOURN TO CLOSED SESSION: District President Bill Katke read the following closed session items and adjourned to closed session at 4:07 p.m.:

3. Conference with Real Property Negotiator (Government Code Section 54956.8) Granada Sanitary District Negotiator: Chuck Duffy.

Negotiating Parties: David Cresson and Granada Sanitary District
Nick Damer and the Granada Sanitary District
Meredith Monica and the Granada Sanitary District

Property for Lease Under Negotiation: Offering bid to lease office space:
504 Plaza Alhambra, El Granada or
30 Avenue Portola, El Granada or
455 Avenue Alhambra, El Granada

Granada Sanitary District Board of Directors to instruct Duffy as to both price and terms of payment for lease of office space.

RECONVENE TO OPEN SESSION

Board President Bill Katke reconvened to Open Session at 4:53 p.m. There was no reportable action from Closed Session.

ACTION AGENDA

4. Consideration of possible changes to the Assessment District governing documents, and future Assessment District Bond refinancing and/or other matters related to existence of benefit to properties assessed.

No action taken (Treasurer Stein left the meeting at 5:31).

ADJOURN SPECIAL MEETING: President Katke adjourned the meeting at 5:44 p.m.

SUBMITTED BY:

APPROVED BY:

Chuck Duffy, General Manager

Fran Pollard, Board Secretary

Date Approved: May 15, 2003